**Procedure for Opting Out of Membership of the KPA**

1. In accordance with the Education Act 1994, students have the right to opt out of membership of the KPA if they choose to do so.
2. Students wishing to opt out may do so at any time by writing to / emailing the KPA President at kpa.chair@keele.ac.uk , or opting out at the point of enrolment.
3. Students who opt out are entitled to:

a) gain representational support from the KPA;

b) make use of KPA facilities and attend events provided by the KPA. When a limited number of tickets or places are available to any KPA premises or activity, members may be given preference.

1. Students who opt out will not be unfairly disadvantaged with regard to provision of representational services or otherwise, by reason of having done so.
2. The KPA will endeavour to offer guidance to registered students who are non-members as appropriate. Where the issues are such that they cannot be dealt with in the KPA, direction shall be given to the relevant University department or recognised organisation.
3. For the avoidance of doubt, non-members may **NOT**: vote in any KPA election, participate in any governance of the KPA, or join in any KPA governance-related activities.
4. When accessing any of the entitlements listed in 3 above, non-members are still subject to the same code of conduct and disciplinary procedures as members.

8. Subject to any disciplinary sanction, a student may choose to opt back into membership of the KPA at any time whilst a registered postgraduate student, by writing to / emailing the President at kpa.chair@keele.ac.uk